

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Agenda

DATE: November 9, 2015

TIME: 8:30am

LOCATION: Public Safety Training Facility, Conference Room #126
5370 Public Safety Place
Frederick, MD 21704

CALL TO ORDER:

- Introduction and welcome of LEPC members and guests

MEETING MINUTES

- Action on previous meeting minutes

COMMITTEE REPORTS:

- External Standing Committee
- Internal Standing Committee

OLD BUSINESS:

- None

NEW BUSINESS:

- National Response Center Notification(s)
- Nominations for officers¹ (CYs 2016 – 2017)
 - Chair
 - Vice Chair
 - Community Emergency Coordinator
 - Secretary
- 2016 Membership²
- Calendar Year 2016 Proposed Meeting Schedule
 - February 8
 - May 9
 - August 8
 - November 14

ROUNDTABLE DISCUSSION:

- Issues/events pertinent to the mission of the LEPC

¹ Duties of each position attached.

² Current list of voting members attached

LEPC OFFICER DUTIES

- **Chair**
 - The powers and duties of the Chair shall be to preside at meetings of the LEPC, appoint such standing or ad hoc workgroups as shall be needed to conduct the business of the LEPC, serve as the (nonexclusive) spokesperson for the LEPC, act as the coordinating official with the SERC, and have such other powers and duties as are customary for the presiding officer on similar committees and boards.
- **Vice Chair**
 - The powers and duties of the Vice Chair shall be to carry out the duties of the chair during his/her absence, and to carry out other duties as may be directed by the Chair.
- **Community Emergency Coordinator**
 - The Community Emergency Coordinator shall coordinate LEPC activities with all involved parties, including government agencies, business and industry, and voluntary organizations in hazardous materials planning. Emergency notifications to the Community Emergency Coordinator as required in 42 U.S.C Section 11004 (b) (1) are to be made to Frederick County, MD, 9-1-1 center.
- **Secretary**
 - The Secretary shall keep a written record of all business transacted by the Board, give notice to all members of all meetings, keep on file all official records of the committee, and certify all records and reports of the LEPC.
 - The Secretary will also serve as both the Internal and Public Information Officer and shall prepare and distribute information to the LEPC members, public and media on LEPC activities and news, provide public notice of the availability of plans and other information, serve notice of all hearings and public meetings, and update the LEPC website.

LEPC 2015 VOTING MEMBERS LIST

State and Local Officials

Jan Gardner, County Executive
Doug Browning, Chief Administrative Officer
Randy McClement, Mayor, City of Frederick
Carroll Jones, City of Brunswick / Frederick Co. Chapter of the MD Municipal League
Michael Chomel, Senior Assistant County Attorney
Charles Nipe, Director, Division of Public Works (DPW)
David Ennis, Department Head, Department of Highway and Facility Maintenance (DPW)
Robin Santangelo, Frederick County Public Information Officer

Law Enforcement

Chief Milt Frech, Brunswick Police Department
Sheriff Chuck Jenkins, Frederick County Sheriff's Office
Captain Dave Martin, Frederick County Sheriff's Office
Captain Ron Hibbard, Frederick County Sheriff's Office
Captain Patrick Grossman, Frederick Police Department
Lt. Bruce DeGrange, Frederick Police Department
Officer First Class Stephanie Sparks, Frederick Police Department
Lt. Harry "Wayne" Wachsmuth, Maryland State Police
Chief Gregory Eyler, Thurmont Police Department

Civil Defense

Jack Markey, Director, Division of Emergency Management
Seamus Mooney, Director, Department of Emergency Preparedness
Steve Cooper, Department of Emergency Preparedness
John Woelfel, Director, Department of Emergency Communications
Philip Lambert, Administrator, Department of Emergency Communications

Firefighting

Thomas Owens, Director/Chief, Division of Fire and Rescue Services (DFRS)
Clarence Jewell, Director, Division of Volunteer Fire and Rescue Services
Paul 'Doug' Wallick, Battalion Chief, Division of Fire and Rescue Services (DFRS)
Kenneth Poole, Battalion Chief, Division of Fire and Rescue Services (DFRS)
Timmy Shelton, Lieutenant, Division of Fire and Rescue Services (DFRS)
Jay Schwab, Lieutenant, Division of Fire and Rescue Services (DFRS)
Brian Wheeler, Chief, Fort Detrick Fire Department

Health

Dr. Barbara Brookmyer, Health Officer, Frederick County Health Department
Barbara Rosvold, Director of Public Health Preparedness, Frederick County Health Dept.

Hospital

Philip Giuliano, Security Manager, Frederick Regional Health System
Mike Kane, Emergency Preparedness Coordinator, Frederick Regional Health System

Community Groups

Mike Kepler, American Red Cross/Government Liaison - Chesapeake Region, Western Territory
Mike Spurrier, Frederick Community Action Agency
Andy Dewese, Frederick Community Action Agency

Owners and Operators of Facilities

Robert McNamara, Environmental Health and Safety Coordinator, Trans-Tech Inc.
Gino Lombardi, Facilities Manager, Trans-Tech Inc.
Joyce Renner, State Farm Insurance
Ross Smith, NIH/NCI

Broadcast and Print Media

None